



Hadleigh Town Council

The Guildhall
Hadleigh
Suffolk
IP7 5DN
(01473) 823884

PLANNING COMMITTEE TERMS OF REFERENCE

The Planning Committee is made up of 6 Councillors and will meet on at least six occasions each year but seek to meet approximately fortnightly to reflect the number and frequency of planning applications in Hadleigh.

It must be recognised that this Committee has only a Consultee role in the planning process – conveying its views to the decision-makers at Babergh District Council or Suffolk County Council as appropriate. Hadleigh town Council itself does not determine planning applications.

The Committee is responsible for the following:

Roles:

- a) Campaigning for the best development and, where possible, identify and work with prospective developers in advance of any planning application.
- b) To consider applications for planning permission;
- c) To consider consultation documents relating to planning matters;
- d) To consider environmental and planning matters including planning appeals, cycle paths, public footpaths, disabled parking applications, rights of way, road closures, street naming and numbering, and long-term plans for Hadleigh.

Delegations

The committee has delegated authority to make decisions on behalf of the Town Council on the following matters:

- a) undertaking all duties of the Council under Town and Country Planning Acts, Orders and Regulations and all matters relating to roads and highways including Road Closure Notices, road signs, traffic management, traffic regulations and bus shelters;
- b) Managing the development of the Hadleigh Vision and Neighbourhood Plan until it is “made”;
- c) submit comments to the Planning Authority on applications for planning permission;
- d) respond to consultation documents on planning matters;
- e) make recommendations to 3rd parties on planning matters;
- f) Authorisation of capital and revenue expenditure to effect or enable its decisions (such as commissioning services or research, purchasing equipment etc) up to a value of £10,000;
- g) Establishing, determining the remit and membership of, or dissolve a Sub-committee, and considering the recommendations of a Sub-committee to make decisions accordingly;
- h) Establishing, determining the purpose and task, or dissolving a Working Group, and to receive regular reports (including recommendations) from the Working Group.
- i) Arranging additional meetings, or to cancel or reschedule scheduled meetings.